

# **VETSWORK – ENVIRONMENT**

## **AMERICORPS POSITION DESCRIPTION**

**POSITION TITLE:** Recreation Technician

**PARTNER ORGANIZATION:** George Washington & Jefferson National Forests

**WEBSITE:** [fs.usda.gov/gwj](https://fs.usda.gov/gwj)

**PROJECT LOCATION:** Mount Rogers National Recreation Area (MRNRA), 3714 Highway 16, Marion, VA 24354

**SERVICE DATES:** March 7, 2022 to January 14, 2023 (1700-hour position)



**for the greatest good**

**POSITION SUMMARY:** In partnership with the Mt. Adams Institute (MAI), the George Washington & Jefferson National Forests will sponsor a VetsWork AmeriCorps intern to serve as a Recreation Technician. The intern will gain a holistic understanding of a complex, heavily visited, District-level recreation program, from operating and maintaining campground facilities to repairing eroded treadway on a highly trafficked horse trail. When a recreation technician helps maintain and operate campground facilities and trails it prevents degradation to natural resources and enhances a visitor's experience, enjoyment, and satisfaction of the outdoors, which not only provides a wide range of positive health benefits but also gives visitors a reason to travel and spend money in the local area. By design, this position description is somewhat general because the permanent recreation positions on the unit are generalists. One day, they might be pumping water at a remote campground and the next; they might be operating a trail dozer on a popular trail in the Mount Rogers High Country. An understanding of the full spectrum of Forest Service recreation operations exposes the Intern to multiple possible career paths.

The position will also support volunteer and partnership engagement and management within the Forest Service, which is crucial to the Agency's concept of Sustainable Recreation. The Mount Rogers National Recreation Area has an active and growing volunteer program and the intern will be involved in their recruitment and management. Coordinating with and working alongside Service Organization, crews will also be emphasized, as this is a strength of the MRNRA.

### **ESSENTIAL FUNCTIONS** (TO INCLUDE, BUT NOT LIMITED TO):

- Integrate fully into a small but hard-working recreation staff, emphasizing relationships, cross-program assistance, safety, and team support.
- Maintains recreation facilities such as toilets, road closure gates, hand pumps, water systems, picnic tables, fire rings, barriers, dumpsters, and other miscellaneous structures.
- Inspects recreation areas, areas of concentrated public use, and special use permits for compliance with the permit and the management plans, public health, and safety.
- Performs safety hazard analyses of public recreation use areas and takes or recommends corrective action.
- Assist recreation staff with prioritizing decisions about repairs.
- Coordinate with and lead Service Organization crews such as Southern Appalachian Wilderness Stewards or Student Conservation Association.
- With the help of other MRNRA employees, engage local military veterans and other underrepresented communities in volunteer projects.
- Attend and complete all MAI/AmeriCorps trainings and service requirements including orientation, trainings and team meetings.
- Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.
- Wear MAI identifiers and required safety gear while performing service or attending official events.

*Mt. Adams Institute strengthens the connection between people and the natural world through education, service learning, career development and research.*

## **POSITION REQUIREMENTS:**

### **Service Site**

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Comply with all Partner Organizations safety policies and procedures.
- Demonstrates independence, motivation, and resourcefulness.
- Demonstrates the ability to work effectively within a team.
- Experience with intercultural communication.
- Ability to drive large vehicles such as 15-passenger vans and four-wheel drive trucks.
- Ability and willingness to serve outdoors in inclement weather, to endure strenuous and repetitive physical activity, and to lift up to 40 lbs.
- Communicate and interact in a positive, professional manner with various populations, such as project partners, staff, stakeholders, volunteers, youth and the general public.
- Desire to promote environmental stewardship to underserved communities.

### **AmeriCorps**

- Must have served in US Armed Forces and have a DD214 with an honorable discharge.
- At least 21 years of age at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving education award.
- Ability to commit to the full 45-week term of service.
- Attend virtual MAI Orientation (March 7-11) and Intern trainings.
- Selection, placement and retention are contingent upon passing the National Sex Offender Public Registry, state of service and state of residence criminal history check and a national FBI check.
- Members are eligible to serve up to four terms of service and receive AmeriCorps Education awards for each term of service up to the value of two full time education awards only.
- **COVID-19 Policy - Selected applicants will be required to follow the policies at their service site including any changes that are implemented throughout the course of the program. These policies may include vaccination or regular testing mandates (federal sites), masking/social distancing mandates, remote/virtual work, altered field duties and other restrictions determined necessary to keep site staff, partners and the public safe. Accepting a position means accepting the current requirements and any updates to those requirements while you are enrolled in the program.**

## **PREFERRED QUALIFICATIONS:**

- Experience with map-reading, orienteering, and backcountry travel.
- Background with demonstrated leadership skills, such as a Team Leader in the Army or Marine Corps.
- Demonstrated passion for the outdoors, outdoor recreation, and public access.
- Experience with hands-on maintenance, such as plumbing or electrical work.
- Experience using hand tools and equipment.

## **BENEFITS INCLUDE:**

- VetsWork is an apprenticeship program approved by the Department of Veterans Affairs (VA) and the Department of Labor. Members with G.I. Bill benefits may be able to dual enroll as an apprentice and access their Monthly Housing Allowance (MHA) of up to approximately \$2,400 per month. Actual benefits vary by individuals' qualified benefits.
- \$16,875 living allowance paid over the 10 ½ -month term of service (\$375 weekly, before taxes).
- \$6,345 education award (qualified student loans and/or education expenses)

- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement
- Professional development, trainings and networking opportunities.
- Gain certifications and trainings that increase the Intern's value to the team, i.e. chainsaw, crosscut saw certification and S-130/190 Introduction to Wildland Fire
- Gain a technical understanding of developed recreation operations and maintenance, i.e. water system maintenance, mowing.
- Gain a technical understanding of dispersed recreation operations and maintenance, i.e. trail building and repair and backcountry patrolling.
- Gain a strategic understanding of recreation program management in the Forest Service, especially considering lowered budgets and staffing levels.
- PPE including but not limited to helmet, gloves, glasses, chainsaw chaps.

#### **HOUSING:**

- A \$500/month housing stipend provided by service site.
- Housing for intern is available through service site.
  - The house is a one-story ranch in the middle of the National Recreation Area, along the scenic Fairwood Valley Road, with Fox Creek running through the backyard.
  - The house has four bedrooms, each with two beds. Potential to share with a roommate.
  - Rooms are furnished, pets are not allowed, laundry is available on-site, individual AC units are provided, and it is a 15-minute drive to the Intern's duty station.

#### **TRANSPORTATION INFORMATION:**

- Agency/Organization vehicles are available for work-related travel.
- Intern is responsible for travel to and from duty station.
- Project site is not accessible by public transportation.

#### **OTHER CONSIDERATIONS:**

- Weather can be unpredictable in southwest Virginia, but, generally, because the housing is located at 3500', average temperatures there are 10 degrees cooler at any given time. The housing option is 30-40 minutes to the full-service communities of Marion and Abingdon. The location is rural.

#### **DIVERSITY, EQUITY AND INCLUSION:**

MAI celebrates equity, diversity, and inclusiveness and does not discriminate against any person or group based on race, ethnicity, culture, age, gender, sexual orientation, expression, gender identity, ability, national origin or ancestry, veteran status, social economic class, religion, professional status, pregnancy, or parents/guardians with children. MAI is committed to a diverse workplace and to supporting our Interns and staff with trainings and career development opportunities.

MAI provides reasonable accommodations to applicants and employees. Applicants with disabilities may request a reasonable accommodation and/or alternative formats at any point in the employment process.

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#### **APPLICATION INSTRUCTIONS:**

Email the following documents to Katie Schmidt at [katie@mtadamsinstitute.org](mailto:katie@mtadamsinstitute.org):

- Resume
- Cover Letter (One for each position applying to).

- ❑ Three Professional References (military, civilian, or academic) – Information to include: Name, Title, Relation to you, email & phone number.
- ❑ Supplemental Questions:
  - What is your motivation for applying to VetsWork?
  - What are you hoping to get out of this experience?
- ❑ DD 214 – (with Honorable Discharge):
  - “General under honorable conditions” discharge are considered on a case-by-case basis
  - Must be long form “Member 4 copy” (has 30 total boxes of information).

**PROCESS:**

1. MAI screens application materials, conduct pre-interviews, and recommends qualified applicants for Service Site interviews.
2. Service Sites interview candidates, conduct reference checks and recommend placement.
3. If position is offered, additional paperwork will be required.

*Due to Covid-19 parts of our programming may change*

**ADDITIONAL INFORMATION:**

- More information at “[VetsWork Frequently Asked Questions](#)”
- Cover letter information can be found at <https://www.macslis.org/articles/cover-letters>

**QUESTIONS? CONTACT:**

**Katie Schmidt**

Recruitment Coordinator | 503-504-5994

[katie@mtadamsinstitute.org](mailto:katie@mtadamsinstitute.org) | [mtadamsinstitute.org](http://mtadamsinstitute.org)

